

**APPLICATION FOR PARADE PERMIT
NO FEE**

(Revised: 8/18/06)
LMC Chapter 5.35

RETURN TO:

City Clerk's Office, 555 S. 10th St., Lincoln NE 68508

Applications are available on the City's web site at "www.lincoln.ne.gov"

Application must be received by the City Clerk a minimum of 10 days prior to event.

Please PRINT using blue or black ink only!

APPLICANT'S INFORMATION					
NAME:					
STREET ADDRESS:					
CITY:		STATE:		ZIP:	
PHONE #:			CELL #:		
CONTACT PERSON:					
CONTACT'S PHONE #:			CELL #:		

ORGANIZATION'S INFORMATION (IF APPLICABLE)					
NAME:					
STREET ADDRESS:					
CITY:		STATE:		ZIP:	
PHONE #:			CELL #:		

ORGANIZATION'S AUTHORIZED REPRESENTATIVE:	
PHONE #:	

EVENT INFORMATION			
DATE(S):		TIME OF EVENT:	
RAIN DATE(S):		PROJECTED ATTENDANCE:	
DURATION*:			

*Include time for set up/tear down (i.e., if set up begins at 8 a.m. & the event is from 9 a.m. to 10 a.m. & tear down/clean up is 10 a.m. to noon, for "Duration:" put 8 a.m. to noon.)

PURPOSE OF PARADE: _____

WILL PARADE BE ON THE: Sidewalk: _____ Street: _____ Other: _____
If Other, please explain: _____

DO YOU DESIRE A POLICE ESCORT? Yes: _____ No: _____
If Yes, you must contact Virginia Fischer of the Lincoln Police Dept. at 441-7238 to arrange for off-duty officers & the appropriate fees.
Contact person at the event: _____ **Cell Phone #:** _____

IF YOU ARE REQUESTING POLICE ESCORT, COMPLETE THE FOLLOWING:

Start Point of Escort: _____
End Point of Escort: _____
Time Officer is to Arrive: _____

PLANNED ROUTE (describe in written detail **and** include map of route): _____

HOLD HARMLESS AGREEMENT

Please read, sign & date the Hold Harmless Agreement below & have your signature witnessed at the time you sign:

The applicant, on behalf of the applicant and the applicant's organization (if applicable) hereby agrees to indemnify and hold harmless the City, its officers, agents and employees from and against claims, damages, losses, and expenses including attorneys fees arising out of or related to this permit or the permitted Special Event, or activities related to the use requested that is caused by the applicant, or anyone directly or indirectly employed, authorized, or under the direction of the applicant, or anyone for whose acts any of them may be liable for. This agreement shall not require the applicant to indemnify or hold harmless the City for any losses, claims, damages and expenses arising out of the sole negligence of the City.

The City shall not be responsible nor be held liable for any damage consequent upon the use, misuse or failure of any equipment used by Applicant or anyone directly or indirectly employed by Applicant. The Applicant's acceptance or use of any City equipment shall mean that Applicant accepts full responsibility for any loss or damage to the equipment while the equipment was used or under the control of Applicant, or anyone directly or indirectly employed by Applicant. In addition to paying for any such damage to the equipment itself, the Applicant hereby agrees to indemnify and hold harmless the City, its officers, agents and employees from and against claims, damages, losses, and expenses including attorneys fees arising out of the use, misuse or failure of such equipment. Such indemnification applies regardless of whether such damage or loss is incurred by any employee or property of Applicant, the City or other persons. Such indemnification shall not be qualified or reduced in any way because the City may have provided the subject equipment (regardless of associated fees) to the Applicant.

The undersigned person, as the Applicant, does hereby agree to comply with all related municipal ordinances, rules, regulations, and other applicable laws.

The undersigned person, as the Applicant, does hereby agree and represent that he or she is legally capable to sign this application and to lawfully bind the Applicant (and the Applicant's Organization, if applicable) to the terms and conditions herein.

Dated this _____ day of _____, 20____.

Printed Name of Applicant

Signature of Applicant

Witness

FOR OFFICE USE ONLY - REFERRALS

TRAFFIC ENGINEERING					
APPROVED:		DENIED:		DATE:	
RECOMMENDATIONS OR COMMENTS: _____					

POLICE DEPARTMENT					
APPROVED:		DENIED:		DATE:	
RECOMMENDATIONS OR COMMENTS: _____					

PARKS DEPARTMENT					
<i>(only if event involves Park Property)</i>					
APPROVED:		DENIED:		DATE:	
RECOMMENDATIONS OR COMMENTS: _____					

MAYOR'S OFFICE					
(In event of Denial & Appeal)					
APPROVED:		DENIED:		DATE:	
RECOMMENDATIONS OR COMMENTS: _____					

